

<div style="display: flex; justify-content: space-between;"> <span><b>SECRET</b></span> <span><b>REQUEST FOR INCREASE IN TABLE OF ORGANIZATION</b></span> </div>			
<b>NOTE:</b> Submit this form in original only.		<b>CONFIDENTIAL</b>	
<b>FROM:</b>	Chief, Administrative Services	<b>THIS DATE</b>	19 July 1951
<b>TO:</b>	DEPUTY DIRECTOR FOR ADMINISTRATION THROUGH: Advisor for Management Personnel Director Comptroller	<b>CLEARANCES:</b> <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED <input checked="" type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR <input type="checkbox"/> CONCUR <input type="checkbox"/> NON-CONCUR	<b>Initials</b> <div style="border: 1px solid black; width: 100px; height: 30px; margin-top: 10px;"></div>
It is requested that an increase in the present T/O of the <b>Administrative Services</b> Office be approved for <span style="border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span> new positions.			
<small>OFFICE</small>	<small>NUMBER</small>	<small>BRANCH, DIVISION OR</small>	
The current status of the T/O for this organizational segment is as follows:			
Present T/O -	-----	<div style="border: 1px solid black; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center;"> <div style="width: 10px; height: 10px; background-color: black;"></div> </div>	(Last revision 6-13)
On Duty -	-----	<div style="border: 1px solid black; width: 40px; height: 20px; display: flex; align-items: center; justify-content: center;"> <div style="width: 10px; height: 10px; background-color: black;"></div> </div>	
In process and awaiting EOD -	-----	<div style="border: 1px solid black; width: 40px; height: 20px; display: flex; align-items: center; justify-content: center;"> <div style="width: 10px; height: 10px; background-color: black;"></div> </div>	
Proposed (new T/O) -	-----	<div style="border: 1px solid black; width: 40px; height: 20px; display: flex; align-items: center; justify-content: center;"> <div style="width: 10px; height: 10px; background-color: black;"></div> </div>	
Funds (are) (not) available.			
Degree of urgency: (Reference attached justification)			
Required as soon as possible.			
<b>CONFIDENTIAL</b>		Chief, Administrative Services	
SIGNATURE OF ASSISTANT DIRECTOR OR OFFICE CHIEF			

FORM NO. 30-20  
JAN 1951

**SECRET**

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